

BWVC Regular Meeting Minutes

5:00 P.M., Monday, April 18, 2022

Attendance: Betty O'Regan, Maria Burslem, Pam Cohen, Toby Ridings, Susan Stith, Patrick Berry, Ken Rosenberg, Michele Lauer and Shari Phalan

Proposed Agenda: Reviewed and approved

Minutes: 3/21/22 Regular Meeting Minutes were approved.

Building Manager's Report:

Toby and Betty met with Jeff Politis to define salary and outline responsibilities. Job description: Should responsibilities be divided into roles and who is to play them?

1. Maintenance Supervisor. Job Description attached.
2. Rental responsibility and Director of Maintenance Supervisor

Five new rentals; three rentals on last meeting spreadsheet either canceled, had a conflicting date or ACRA would be in rooms. Lost two out of last 13 rentals.

New stage ceiling looks great. Lighting dimmers can be changed if needed.

Frank's Flooring arrives 4/14 for Room 3.

We're on the Fire Marshall's list for new 2022 inspection.

Ty no longer doing Friday cleaning; will finish employment the week the school is closed.

Waiting for office keys. Allied has ordered the blank.
Joey Finocchiaro has been hired and working well with Jeremy;
he shadowed Art Loop and Coffee House and set up Awakened
Heart on his own.

Copier needs attention; a line is appearing on copies.
Copier is not owned by BWVC.

Solar Reading: 56585 4.13.22

Usual marketing with Booth's Corner

Program Manager's Report: See Report for information presented.
Recap:

Coffee House: 74 guests, almost double attendance from last month. Donations \$389; coffee/soda/water \$28. Cleanup finished at 2:00 a.m. Hours were discussed and costs. New person will have new procedures. 2022 is the 25th Anniversary and a celebration is planned. Betty said this is a vital part of the Buzz and we should support the celebration. She will talk to Frank Vincent. Should furniture and chairs be stacked on stage while waiting for shed arrival.

PPP Fundraiser: Susan Stith expressed interest in PPP Program Director but not total responsibility, perhaps work with Toby who would provide guidance. Should PPP have subcommittee roles? Still looking for someone to assume this role. Toby has vendor info and will book them. PPP needs advertising. Volunteer coordinator needed; Betty said the committee could with recruiting if we start now .

Description attached.

Chairperson's Report: See Chairperson's Report for additional information.

Proposed Wooden Gaga Pit @ BWVC - Hexagonal wooden area. Eagle Scout, Maggie Clark Fields' project. ACRA likes idea. Moveable or permanent? Would it interfere with Arden Fair parking? Could be placed beyond basketball court. Committee agreed to approve of this.

Free Little Library: Okay'd by Civic Committee. Will be placed at playground. Patrick Barry to install with volunteer help. Mike Moran will assembled. Mary Lebeis did the mosaic decoration.

Trash can @ swings - perhaps wooden slatted? Look expensive. Civic Committee will pay and Michele Lauer will research.

Butt receptacle: Flower pot with bottom. Patrick will supply.

Bubbler: A little complicated but in process. Toby talked to the electrician and should cost \$1-2/month. She will get an estimate.

New Business:

Book Group -Committee declined to participate so not further explanation is needed from Gerry Konzelmann.

Pam said of the 48 pink chairs, 25 can be scuttled. Excess chairs can be stored in the back section of the stage covered with a curtain.

Skip and Jeff want to meet concerning Renovation Fund

Matt Morrisette is interested in the Buzz as a small concert venue. Tabled until we hear back from him with details.

Old Business:

Motion to adjourn at 7:01 p.m. was approved. Executive meeting to discuss new salaries and job descriptions for the Building Manager position. It was agreed to split the jobs Sales and Hospitality- Pam Cohen, Building Manager- TBD. Interviews are to start immediately. Adjourned at 7:37 p.m.

Respectfully submitted,
Shari Phalan
Ardentown Representative

Community Events: See Toby about webmail one Selina Molino

Rentals: 5 new rentals. 3 rentals on last meeting spreadsheet either canceled, conflict of date or ACRA.

Operating- New Stage ceiling looks great!

Frank's flooring coming in 4.14.22 for room 3.

Called Fire Marshall's office to try to get a new certificate for 2022 inspection. We're on the list.

Ty is no longer doing Friday's cleaning. He will finish his employment with cleaning the windows inside and out the week the school is closed.

Waiting for office keys for office. Allied has ordered the blank

Joey is hired and working well with Jeremy. He shadowed art loop and coffee house. He set up Awakened on own.

Marketing-The usual with Booth's Corner.

Discussion- None

Solar Reading: 56585 4.13.22

Thank you for allowing me to present this report.

Respectfully,

Pam Cohen

4/18/22

BWVC Program Report between: 3/21/21 - 4/18/22

Friday Night Programing:

Art Loop: 4/1/22 - Cory G Switch blade Collage. Total of 16 attendees, \$36 donations. Bernedette has secured artists through June and just scheduled Lon Sullivan for November. She is keeping track of outstanding commissions. We are still anticipating checks from AJ and Last month's Nathan. Bern renewed her license to serve alcohol.

Coffee House: 2nd Friday of the Month: 4/8/22 Bruce Anthony & Sam Nobles, A lively performance with 74 guests at peak time 9 PM. Almost double attendance from last month. Donations \$389.00. Coffee/soda/water \$28.00 Attendance at 11:00 PM 28. Clean-up finished at 2AM. 2022 is the 25th Anniversary for the Coffee House. Talked with Frank about writing an article for the Page and possibly acknowledging and celebrating the anniversary at the final CH in June.

Weekly Programing:

Monday Night Art Studio - 7-9 PM Jean Orr, sponsor

Arden Bookies - 2nd Monday of the month, Gerry Konselman contact. Geri was informed of the Governor's Covid Policy that is our policy for community events.

Tai Chi with Jill Emory - Mon,Wed,Sat 9AM, Jill Emory sponsor and instructor.

ACRA Summer Program: June25-July30

Community Event Requests: None

PPP Fundraiser: Need to discuss and vote to produce PPP again in 2022 and the cold brew coffee stand.

Roof Leak: New Black Ceiling tiles were installed by Erco. Followed by Joe Cheifo installing the stage ceiling lights just in time for Coffee House. Estimate for bubbler electric needed can be combined with the path lighting estimate.

BWVC GuideBook - Ken moved Guide book binder to Google docs drop box.

Website: Pay now button and Bookqued software for booking rental space. New site for Guidelines <https://bit.ly/BWVC-Buzz-Binder>. Many thanks to Ken R.

Respectfully submitted,
Toby Ridings

BWVC Chair Report

4.18.22

GIFTS

Notes from Carol Larson, Civic Committee

#1 Placement of Library. Betty was thinking to the left of the walkway, I suggested near the bench. Asked her to consider Arden Fair aspects of placement and mowing considerations. She will review

#2 She will research the kind of can she is interested in. I mentioned that because our Trash Tech contract would not take into account a new collection location that building staff would have to empty.

#3 She will research the kind of butt receptacle they would like. She agreed the best option might be a nice flower pot with sand, but will consider options.

#4 I told her we are working with Van Neerdens to increase stick pick-up.

#5 Bubbler was donated by the Gardeners Gild and may require electric and water source. She will get the information from Gardeners Gild about necessary utilities. I suggested a solar bubbler to make the utility issue moot.

Free Little Library

Assembled by Mike Moran and is being decorated with paint or mosaic by Mary Lebeis.

Proposed Gaga Pit

Maggie Clarke-Fields lives in Ardencroft, and is a scout in the BSA. She is currently Life rank and looking to start my Eagle Scout project.

She wrote the following letter to the Civic Committee. They are seeking our opinion.

"I thought it would be good to give back to where I grew up, so I would like to build a wooden gaga pit at the Buzz Ware playground. (You can learn more about gaga here: <https://en.m.wikipedia.org/wiki/Gaga>) This would be especially enjoyed by the kids at ACRA in the summer."

BUILDING MANAGER POSITION

Toby and I met with Jeffrey Politis and worked out the financials to support a raise and commission for this position. We agreed that the sales were so important that incentivizing this portion of the job was a good idea. We also discussed the practicality of splitting this position, altering Jeremy's job a bit, and getting a key system (which would save money (when Jeremy does it) and time (when the building manager does it)). Jeffrey also suggested that there may be grants available for this, another storage shed, and replacement solar panels when they are needed. Perhaps someone outside of the committee has experience with this and would offer to do it when we are ready.